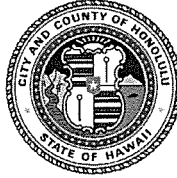


OFFICE OF THE MAYOR
CITY AND COUNTY OF HONOLULU

530 SOUTH KING STREET, ROOM 300 * HONOLULU, HAWAII 96813
PHONE: (808) 768-4141 * FAX: (808) 768-4242 * INTERNET: www.honolulu.gov



KIRK CALDWELL
MAYOR

EMBER LEE SHINN
ACTING MANAGING DIRECTOR

GEORGETTE T. DEEMER
DEPUTY MANAGING DIRECTOR

January 24, 2013

The Honorable Ernest Y. Martin, Chair
and Members
Honolulu City Council
530 South King Street, Room 202
Honolulu, Hawaii 96813

RECEIVED
CITY CLERK
C & C OF HONOLULU
2013 JAN 28 AM 11:12

Dear Chair Martin and Councilmembers:

With reference to Mayor's Message No. 6(13), please find enclosed information which may assist the Council as it considers my request to confirm Lori M.K. Kahikina as the Director of the Department of Environmental Services.

Sincerely,

A handwritten signature in black ink, appearing to read "Kirk Caldwell", is written over a horizontal line.

Kirk Caldwell
Mayor

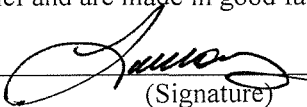
Enclosures

CITY AND COUNTY OF HONOLULU
NOMINEE/APPOINTEE FORM

1. Position Nominated to: Director of Environmental Services
2. Name: Lori Mahealani Kahikina
(First) (Middle) (Last)
3. Are you a citizen of the United States? Yes ☒ No ☐
Are you a resident of the City and County of Honolulu? Yes ☒ No ☐
If yes, how long 41 yrs
Are you a registered voter in the City and County of Honolulu? Yes ☒ No ☐
4. Occupation: Director Designate for the Department of Environmental Services
5. Name and address of employer or firm:
City & County of Honolulu
6. Does your employer do any business with the City and County of Honolulu?
Yes ☐ No ☐ If yes, state the nature of business and approximate dollar amount in the last five years:
N/A
7. Do you or does any member of your immediate family hold office or own stock in any firm?
Yes ☐ No ☒
8. Does the firm do business with the City and County of Honolulu? Yes ☐ No ☐
If yes, provide details including the name(s) of the firm:
N/A
9. Do you have any part-time employment, professional activity, or financial interests other than those indicated in the previous question? Yes ☐ No ☒
If yes, provide details:
10. Do you foresee any possible conflict between your present work, financial investments, business transactions or any other activity which would be incompatible with the proper discharge of your official duties or hinder you from effectively carrying out the duties for which you have been appointed? Yes ☐ No ☒
11. Are any members of your family employed by the City and County of Honolulu or any attached agency? Yes ☒ No ☐ If yes, please specify the department and division:
HESD/EMS, HPD, DDC/WD, DHR/Industrial Safety & Worker's Comp Div
12. Are there any incidents in your past that may jeopardize your nomination
Yes ☐ No ☒
13. Have you ever been convicted of a felony? If yes, provide details:
No

14. Education:
Kamehameha Schools - High School Graduate
University of Hawaii - Mechanical Engineering
15. Provide a summary of major work experience for the last ten (10) years. Begin with your present job including military (attach additional sheets if necessary or resume):
Please see attached Resume
16. Community activities, etc. (also list any service on any other board or commission Federal, State or County):
Hawaii Water Environment Association Active Member
17. Have you ever been a member of a board or commission with the City and County of Honolulu?
Yes ☐ No ☒ If yes, provide name(s) of board/commission:
18. Will you be able to commit to the full term of this appointment? Yes ☒ No ☐
19. Will you be able to commit to meeting dates and times? Yes ☒ No ☐
20. Are you regularly away from Honolulu? Yes ☐ No ☒ If yes, please explain:
21. Are you willing to make a confidential financial disclosure to the city Ethics Commission upon appointment and yearly thereafter? Yes ☒ No ☐
22. What do you understand to be the prime duties of your county appointment?
Please see attached response

The above statements made by me are true, complete, and correct to the best of my knowledge and belief and are made in good faith.


(Signature)

1/22/13
(Date)

The completed form and any attachment(s) will be posted by the City Clerk and available on the City's DocuShare Website.

Lori Kahikina, P.E.

A. EDUCATION

B.S., Mechanical Engineering, University of Hawaii
Kamehameha High School

B. PROFESSIONAL REGISTRATION

Professional Engineer (Civil), Hawaii

C. PROFESSIONAL EXPERIENCE

Director, 1/2012 – Current

City & County of Honolulu, Dept of Design and Construction

- a. Develop and maintain the annual operating budget (\$12 million) for the Department and capital improvement budget (~250 new projects annually) for various Operating Agency projects to include but not limited to Department of Parks and Recreation (DPR), Honolulu Police Department (HPD), Honolulu Fire Department (HFD), Department of Environmental Services (DES) and Department of Facility Maintenance (DFM).
- b. Direct and perform the planning, engineering, design, construction and improvement of public buildings, streets, roads, bridges, walkways, drainage and flood improvements, wastewater facilities, parks and recreational facilities and transportation systems.
- c. Formulate, develop and implement policies, standards and procedures, rules and regulations pertaining to the Department.
- d. Confer with Federal and State agencies to negotiate and implement consent decrees, stipulated orders and other governmental agreements.
- e. Represent Administration as it pertains to inquiries from City Council, State and Federal officials, media and members of the public.

Deputy Director, 1/2011 – 12/2011

City & County of Honolulu, Dept of Design and Construction

- a. Assist the Director with the implementation of the annual operating budget for the Department and capital budget projects for several Operating Departments including DPR, HPD, HFD, DES and DFM.
- b. Ensure the planning, engineering, design and construction projects being managed within the Department are administered correctly with respect to budgets, schedules and proper scope of work.
- c. Assist the Director with developing standard operating procedures for the Department and minimizing “silos” between the Divisions. Ensure open communication and coordination between the Departmental Divisions with respect to project development and implementation and consistent Departmental operating procedures.
- d. Assist the Director in being the liaison between the Divisions and operating Departments to ensure quality project development and execution.
- e. Ensure Federal and State consent decrees, stipulated orders and other governmental agreements are adhered to.

Acting Chief, 6/2006 – 9/2010 (Chief returned on 9/20/10)

City & County of Honolulu, Dept of Environmental Services, Division of Collection System Maintenance

- a. Plan, develop, direct and coordinate program activities of the Division relating to engineering, construction, maintenance and repair of the wastewater system.
- b. Develop and maintain the Division annual operating budget (\$15 million) and capital improvement budget (\$1 million for equipment and \$20 million for sewer line rehabilitation).

- c. Initiate, develop and recommend changes to policies, standards and procedures, rules and regulations.
- d. Confer with Federal and State agencies to negotiate consent decrees, stipulated orders and other governmental agreements.

Assistant Chief, 6/2005-6/2006, 9/2010-12/2010

City & County of Honolulu, Dept of Environmental Services, Division of Collection System Maintenance

- a. Plan, direct and implement various division programs pertaining to the 2,100 miles of wastewater collection system, force mains, laterals, pump stations, cesspools and low pressure sewer systems.
- b. Direct and coordinate the division engineers in sewer evaluation and rehabilitation programs.
- c. Formulate and implement policies and procedures for the administration, operation and maintenance of the Division including personnel actions.
- d. Responsibilities include prioritizing projects and work assignments, review, inspect and approve work in progress to ensure safety and basic standards are adhered to.
- e. Liaison on multiple levels with other divisions, departments, media and general public.

Hawaii Project Manager, 10/2004-5/2005

MGD Technologies, Inc.

- a. Managed all aspects of the Pacific Region operations including budgets, staffing, proposal development and maintenance activities.
- b. Primary liaison between the various MGD offices across the nation.
- c. Responsible for managing all projects in the Hawaiian Islands and Guam and ensure clientele satisfaction.

Civil Engineer, 2/2004-10/2004

City & County of Honolulu, Dept of Environmental Services, Division of Collection System Maintenance

- a. Development, supervision and coordination of planning activities for Division programs.
- b. Managed engineering consultant and services contracts for the Division.
- c. Managed the CCTV inspection crews that performed condition assessment on the sewer main lines.

Engineering Project Manager, 1991-2001

Oceanit Laboratories, Inc.

- a. Managed a proposal team, management team and team of engineers to generate proposals for the Engineering Business Unit.
- b. Budget review and fiscal monitoring of numerous projects.
- c. Determine personnel needs for all engineering projects managed on Oahu, Maui, Kauai and Hawaii.
- d. Coordination between numerous clients, subcontractors, shipping companies, government agencies, employees and equipment mobilization.
- e. Managed the Inflow and Infiltration Flow Monitoring Project for the City & County of Honolulu.
- f. Performed various UST closures.
- g. Performed beach and harbor drogue studies on various islands.
- h. Installed and maintained lysimeters and multiple golf courses.

I understand the prime duties of my responsibilities as Director of Environmental Services (ENV) to coordinate closely with the Department of Design and Construction to efficiently execute the capital improvement projects as it relates to the wastewater program; properly manage the operations and maintenance of the wastewater system to include the gravity lines, wastewater treatment plants, pump stations and force mains; properly manage the solid waste program to include collection, processing and disposal; establish rules and regulations to appropriately administer and enforce requirements established by law and perform other such duties deemed necessary to ensure the safety and well being of ENV employees, members of the public and the environment.